

## **RESIDENTIAL BUILDING PERMIT FACT SHEET**

The following information may be helpful in your planning process on how to procure a Building Permit for new construction or add-on / alterations of an existing residence.

- 1) Name of property owner and address of building site.
- 2) Zoning District information furnished by the Code Enforcement Officer.
- 3) Name of Contractor and address.
- 4) Name of Electrical Contractor and address.
- 5) Name of Plumbing Contractor and address.
- 6) The measurements of the new construction or addition.
- 7) How far from the front, rear and side property line will the construction go.
- 8) Building Permit fee will be based on .4 cents a square foot for conditioned space and .2 cents a square foot for unconditioned space. For remodeling with no footage added to residence the fee will be based on total cost of construction.
- 9) Minimum Setback Requirements for RS-1 (Single-Family Dwelling) is 30' front yard), 8' (interior yard), 20' (exterior abutting a side yard), 15' (exterior abutting a rear yard) and 35' (rear yard). All other residential districts minimum setback requirements are 25' (front), 5' (interior yard), 15' (exterior abutting a side yard), 10' (exterior abutting a rear yard) and a 30' (rear yard).
- 10) Accessory Buildings such as carports and attached to the main building shall comply with the setbacks applicable to the principal building. If the accessory building is not attached to the principal building, it shall not project closer to the front of the lot than does the main building and at least 10 feet from the main building. Accessory buildings may be located up to 5 feet to the side and rear property line.
- 11) Cornices, canopies, eaves or other architectural features may project a distance not exceeding 2.5 feet.
- 12) Patios may be located in side and rear yards provided they are not closer than 3 feet to any adjacent property line.

If you have any questions pertaining to the above or need additional information, contact the Code Enforcement Office at 870-837-5508.